

**MINUTES OF THE BOARD OF DIRECTORS MEETING
TWIN OAKS VILLAGE CAI, INC.
November 30, 2015
11201 Lake Woodbridge
Sugar Land, Texas 77498**

CALL TO ORDER AND ADOPT AGENDA

A quorum having been established, Ms. called the meeting to order at 6:30p.m. Board members in attendance were Rob Tice, President, Paula Urban, Vice President/Treasurer, Sonyan Stephens, Secretary, Brian Planz, Director and Max Olguin, Director. Also in attendance, Ry Reid, PCAM, CMCA, AMS representing Sterling ASI.

Ms. Urban made a motion to accept the agenda, second by Mr. Planz and the Board approved.

Homeowners in attendance: Mr. and Mrs. Gay.

The Board convened into Executive Meeting at 6:39pm.

COMMUNITY FORUM

Mr. and Mrs. Gay attended the meeting to find out who is responsible for the fence to the rear of their property. They live on Silent Timber and their lot backs up to the vacant commercial lot on 1464. They stated they have made some repairs but felt that the fence belonged to the Association. Mr. Tice informed the Gays that any perimeter fence the Association is responsible for has a cap rail and rot board and unfortunately their fence did not have the cap rail. Mr. Tice further explained that this fence was the responsibility of each homeowner that backs up to this vacant commercial lot.

MINUTES REVIEW

The Board reviewed the September 21, 2015 meeting minutes. Mr. Planz made a motion to approve the September 21, 2015 Meeting minutes and Mr. Olguin second and the Board approved.

The Board reviewed the October 22, 2015 Meeting Minutes but could not review the minutes as there were names inserted in the minutes concerning an Executive Session. Mr. Reid stated he would remove the name and enter account numbers and the Board would be able to review the October 22, 2015 minutes at the January Meeting.

FINANCIAL REVIEW

The Board reviewed the October 2015 Financials. The Board requested that Mr. Reid research and find out why a CD is to mature in October of 2016.

OLD BUSINESS

Pool Contract

The Board reviewed the Pool Contract for 2015-2016 from Trident Pool Company. Mr. Reid asked if the Board wanted two other bids or were they going to renew the contract with Trident. Mr. Tice stated he would think about it.

NEW BUSINESS

The Board reviewed the Resolution for Foreclosure. Mr. Planz made a motion to approve the resolution and Ms. Urban second.

EXECUTIVE SESSION

The Board adjourned to Executive Session at 6:54pm.

Account #155684: The Board discussed an issue a resident had concerning the payment of assessments. Owner requested that the Board waive \$187.77 in legal fees as they had already paid everything that was due. Resident stated they paid \$29.00 in a money order. Mr. Reid stated he would request accounting to research this as no record was found of the payment.

Account #155388. The Board discussed an issue a resident had concerning the \$25.00 administrative fee that was charged on his account for Tree Trimming. The resident stated that he has not received any notification to have any trees trimmed. The resident is requesting that the \$25.00 administrative fee be waived from his account. The Board requested that Mr. Reid check to see if a return card was sent to Sterling. Once this is determined the Board will make a decision at that time.

At 7:45pm the Board adjourned from Executive Session and entered into General Business.

The Board reviewed the Deferred Liability Report from Holt and Young, the Attorney Status Report, the current

delinquencies, the Deed Restriction Violations and the Big Oaks Constable's Report.

The next Board Meeting will be January 28th, 2016 at 11201 Lake Woodbridge, Sugar Land, Texas 77498.

With no further business to come before the Board, Ms. Urban moved that the meeting be properly adjourned at 8:38pm; with Ms. Stephens second and the motion passed unanimously.

Sonyan Stephens, Secretary